



Town of Milton

115 Federal Street, Milton, Delaware 19968

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Dear Mayor Collier and Town Councilmembers:

In accordance with Town Charter Section 28, herewith is the full submission of the Fiscal Year (FY) 2024 Town Budget, October 1, 2023 through September 30, 2024.

The following binder sections are provided for your review: Town Managers FY2024 Budget; Statement of Revenues and Expenditures as of July 1, 2023; FY2024 Fee Schedule; FY2024 Pay Scale; each department supervisors' budget submission; Drinking Water State Revolving Fund project debt; Capital Improvements; list of town-owned vehicles; and the Annual Budget Presentation.

Differences exist between my proposed budget spreadsheet and the requests from department supervisors. While drafting the town's annual budget, I compare the supervisor's requests with currently known facts and budget, to then present the best financial position for the Town.

A summary of Fiscal Year 2024:

- ✚ General Fund Revenues \$3,560,420 (includes \$221,410 in grant funds, and \$736,000 in use of transfer taxes and reserve funds) and Expenditures \$3,496,670 (includes use of the grants and reserve funds for capital projects and public safety expenditures). The result is a surplus of \$3,000, as the Emergency Services and Community Enhancement Funds are restricted sources.
- ✚ Proprietary (Utility) Fund Revenues \$1,671,850 and Expenditures \$1,580,650. The result is a surplus \$1,200, as Water Impact Fees collected (estimated \$90,000) are restricted funds and not expended in the FY2024 budget.

Notable items:

- ✚ Realty Transfer Tax (RTT): \$620,000 for operational expenditures of public safety. Use of RTT is codified in Delaware Code Title 22, Chapter 16.
- ✚ Fee schedule increases: Property Tax Rate (.295 to .324), Waste and Recycle (\$63.50 to \$70.00), Water Disconnect / Reconnect (\$50 to \$75), Water Department Emergency Call-in (\$100), and Police Staff Fee (\$50 to \$65).
- ✚ Building related revenues are based on 45 units.

- 📌 Town liability insurance is calculated with a 20% increase. The renewal period will begin in late August, with rates confirmed late September. The DFIT program advised of the expectation for a rate increase due to national effects of cyber-attacks, natural disasters, and law enforcement activities.
- 📌 Pay scale increase of 3%, based on the 4% increase noted in the May 2023 Bureau of Labor Statistics report.
- 📌 Capital purchases of a message board, two patrol vehicles, and a utility-body truck.
- 📌 Capital projects are Town Hall building repairs and roof replacement, Memorial Park Gazebo repairs, Memorial Park Paver/Brick program, ADA improvements, and Governors' Walk boardwalk replacement.

I look forward to presenting and discussing the FY2024 budget. Please contact me with any questions.

Respectfully submitted,

Kristy Rogers

Kristy Rogers
Town Manager